

BOARD OF COUNTY COMMISSIONERS

Nama Kula

AGENDA ITEM SUMMARY

Meeting Date: April 16, 2003

Division: Community Services

Bulk Item: Yes X No

Department: Library Services

AGENDA ITEM WORDING:

Approval to apply for the National Endowment for the Humanities' Preservation Assistance Grant and authorization for the Mayor to sign certification statement.

ITEM BACKGROUND:

NEH Preservation Assistance Grants help institutions improve their ability to preserve and care for humanities collections. A collection of World War I waterfront passes, recently donated to the library by the Property Appraiser and the Clerk of the Courts, has been identified for preservation assessment and conservation. With grant funding, a conservator will develop a detailed conservation needs assessment and plan for treating the collection, staff will be trained in preservation practices, and necessary archival supplies will be purchased.

PREVIOUS RELEVANT BOCC ACTION:

None

CONTRACT/AGREEMENT CHANGES:

N/A

STAFF RECOMMENDATIONS:

Approval

TOTAL COST: \$5,000

BUDGETED: Yes No X

COST TO COUNTY: \$0, no match required

SOURCE OF FUNDS:

REVENUE PRODUCING: Yes No X AMOUNT PER MONTH Year

APPROVED BY: County Atty SA OMB/Purchasing AA Risk Management BL

DIVISION DIRECTOR APPROVAL:

James E. Malloch
James E. Malloch

DOCUMENTATION: Included X To Follow Not Required

DISPOSITION:

AGENDA ITEM # C12

MONROE COUNTY BOARD OF COUNTY COMMISSIONERS

GRANT SUMMARY

Date: 04/16/03

Grant Name: "On the Waterfront: Preserving Key West's WWI-era Artifacts"

Grant Period: January 2004—June 2004

Funding Agency: National Endowment for the Humanities

Application Deadline: May 15, 2003

Project Description: A collection of World War I waterfront passes, recently donated to the library by the Property Appraiser and the Clerk of the Courts, has been identified for preservation assessment and conservation. These passes were used for identification of waterfront workers during WWI. The information and images provided on these 750 passes chronicle Key West's WWI-era waterfront industries, and the ethnic, genealogical, social and cultural history of Key West's residents.

With grant funding, a conservator will develop a detailed conservation needs assessment and plan for treating the collection, staff will be trained in preservation practices, and necessary archival supplies will be purchased. The artifacts will be stabilized, preserved, and rehoused for greater accessibility.

GRANT COSTS

Total Project Cost: \$5,000

Grant: \$5,000

Match: \$0, none required

Identify Source of Match: N/A

ESTIMATED ONGOING COST: \$0

(Not included in dollar value above)

For:

(eg. maintenance, utilities, janitorial, salaries, etc.)

GRANT REVIEW

	Date In	Reviewer	Date Out
Division Director	4/9/03	J. Malloch by slm	4/9/03
Dept. Head	1/1	A.N. Kula by A.D. Rice	4/9/03
Project Manager	1/1	Ann Layton Rice	4/9/03
Grants Manager	4/9/03	David P. Quess	4/9/03
Legal	4/4/03	Shuck	4/4/03
Comments:			

APPLICATION COVER SHEET FOR NEH GRANT PROGRAMS

1. PROJECT DIRECTOR OR INDIVIDUAL APPLICANT

☐ Mr. ☐ Mrs. ☒ Ms. ☐ Dr. ☐ Prof.

Major Field of Study: _____

Name (last, first, middle): Rice, Anne Layton

Address: Monroe County-Public Library, 700 Fleming Street

City: Key West

State: FL

Zip Code: 33040

Email: rice-anne@monroecounty-fl.com

Telephone (work): 305-292-3594

(home): NA

Fax: 305-295-3626

2. INSTITUTION INFORMATION

Name: Monroe County Public Library

Address: 700 Fleming Street

City: Key West

State: FL

Zip Code: 33040

Employer ID number: 59-60007459

3. TYPE OF APPLICANT (check one, as appropriate)

☒ Institution

☐ Individual

Type: Public Library

Citizenship: ☐ US ☐ Other

Status: ☐ Private Nonprofit

Country: _____

☒ Unit of State/Local Gov't

Month/Year: _____

*Fellowships, Stipends, &
Faculty Research Awards*

☐ University Teacher ☐ College Teacher
Indep. Scholar

☐ Jr. Scholar ☐ Sr. Scholar

4. GRANT PROGRAM: Preservation Assistance Grant

(Please refer to the application instructions for a list of program names.)

5. TYPE OF APPLICATION: ☒ New ☐ Supplement Current Grant Number(s): _____

6. PROJECT FIELD CODE: 11

7. PROJECT TITLE: On the Waterfront: Preserving Key West's WWI-era artifacts

8. PROJECT DESCRIPTION (use only space provided):

A collection of World War I waterfront passes, recently donated to the library by the Property Appraiser and the Clerk of the Courts, has been identified for preservation assessment and conservation. These passes were used for identification of waterfront workers during WWI. The information and images provided on these 750 passes chronicle Key West's WWI-era waterfront industries, and the ethnic, genealogical, social and cultural history of Key West's residents.

The passes provide a photograph, name, birthdate, nationality, employer and occupation of the holder, printed in ink on heavy cardstock. These passes are currently mounted (with an unknown adhesive) to a wooden base and are pressed under glass. The passes are in serious peril, as the adhesive and wood are deteriorating the ink, acidic paper, and photographs. Some photographs are adhering to the glass. The public is not provided access to these fragile artifacts.

With grant funding, a conservator will develop a detailed conservation needs assessment and plan for treating the collection, staff will be trained in preservation practices, and necessary archival supplies will be purchased. The artifacts will be stabilized, preserved, and rehoused for greater accessibility.

9. REQUESTED GRANT PERIOD:

From: January 1, 2004

To: June 30, 2004

